

Churchill County Mosquito, Vector, and Noxious Weed Abatement District
Board of Trustees
Churchill County, Nevada
7400 Reno Highway
Fallon, NV 89406
Meeting December 8th, 2022
OPEN MEETING SESSION

1. Call to Order

Chairwoman, Christy Lattin called the meeting to order at 5:30 P.M.

BOARD OF TRUSTEES

Chairwoman, Christy Lattin
Vice Chairman, Michael Spencer
Trustee, Marion Jonte, Jr.
Trustee, Tom Hutchings
Trustee, Cynthia McGarrah

Legal Counsel, Joseph Sanford
District Manager, Nancy Upham
Assistant Manager, JD MacKay
Board Secretary, Melania Sagi

Public Present

Richard Grondin

2. Pledge of Allegiance:

All stood for the Pledge of Allegiance.

3. Public Comment:

Future Trustee, Richard Grondin asked if there was any clarification available for his elected position on the Board. Ms. Lattin responded that it was an agenda item further down in the meeting.

4. Review and Adoption of the Agenda:

District Manager, Nancy Upham requested that the Agenda be adopted as is. Trustee, Cynthia McGarrah made a motion to adopt the Agenda as is. Vice Chairman, Michael Spencer seconded the motion and it passed unanimously.

5. Discussion and Approval of Minutes from November 10th, 2022:

Trustee, Marion Jonte made a motion to approve the minutes from November 10th, 2022. Mr. Spencer seconded the motion and it passed unanimously.

6. Certificate of Posting:

Ms. Upham stated that the Agenda was posted in accordance with NRS.

7. Correspondence:

None

8. Appointment:

None

9. Old Business:

1. Discussion and clarification of potential Trustee, Richard Grondin's absence from November 2022's ballot. Legal Counsel, Joseph Sanford explained that when there is only one person running for a position, they only need to be voted through on one of the elections. Since Mr. Grondin had been approved during the primaries, there was no need to have him on the November ballot also.

10. New Business:

1. Review, discussion, and approval of Churchill County Mosquito, Vector, and Noxious Weed Abatement District's Financial Statements (Audit Review) of governmental activities, each major fund, and aggregate remaining fund balances as of June 30, 2022. Ms. Upham teleconferenced Jim Sciarani from Sciarani & Co, the Certified Public Accountants that handles the District's yearly audit. Mr. Sciarani gave a detailed explanation of the figures included in the audit report that the Board members received. He congratulated the District on, once again, being compliant and error-free. Ms. Lattin made a motion to approve the audit. Mr. Spencer seconded the motion and it passed unanimously.
2. Discussion and possible action of the conversion of forty hours of annual leave for District Manager, Nancy Upham into retirement credits with the Nevada PERS system. Ms. Upham requested that the Board approve the conversion of forty hours into retirement credits as she has exceeded the limit of annual leave hours that can be carried over to the new year. Trustee, Tom Hutchings suggested, that in the future, Ms. Upham take some vacation time. Mr. Jonte made a motion to approve the conversion of Ms. Upham's forty hours of annual leave into retirement credits. Ms. McGarrah seconded the motion and it passed unanimously.

11. District Manager's Report and Operations Review:

Weather impacted work mid-way through November. Two District Seasonal Field Technicians completed District projects at the beginning of the month. Ms. Upham hopes to bring them back when the weather permits in the spring.

12. Board Member's Reports:

None

13. Any Request for Future Agenda Items:

Ms. Upham expressed that she would appreciate it if the Board members that were terming out in 2022 would be willing to attend a meeting in 2023. She

would like to present them with a plaque to honor their commitment to the District.

14. Expenditures:

November 2022 Expenditures:

Payroll:	\$40,399.40
Vendors:	\$51,337.33
Total:	\$91,736.73

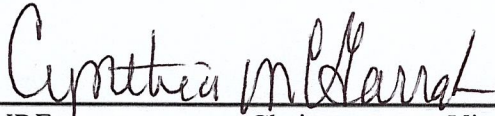
Mr. Spencer made a motion to approve the November 2022 expenditure. Mr. Jonte seconded the motion and it passed unanimously.

15. Public Comment:

None

16. Adjournment:

Ms. Lattin called the meeting to a close at 6:00 P.M.



SIGNATURE:

Chairwoman or Vice Chairman

10/12/2023
DATE:

